

PENN TOWNSHIP MUNICIPAL AUTHORITY
PERRY COUNTY
102 Municipal Building Road
Duncannon, PA 17020

July 7, 2008

The Penn Township Municipal Authority (Authority) met on Monday, July 7, 2008 in the Penn Township Municipal Building. Chairman Henry Holman, III, called the meeting to order at 7:00 p.m. He then led the group in the recitation of the *Pledge of Allegiance* and a moment of silence and announced that the meeting was being recorded to aid in the preparation of the minutes.

Authority members present:
Henry Holman, III, Chairman
Lee Wright, Vice Chairman
Elmer Knaub, Secretary
Henry Holman, Jr.

Authority staff present:
Sam Auxt, Field Representative
Susan Long, Billing Clerk, Treasurer, Recording Secretary

Visitors present:
Franklin Reidlinger

Minutes

There were no minutes for approval.

Visitors

Franklin Reidlinger

Perdix Fire Company (PFC) - Mr. Reidlinger stated that PFC has held its last function of the season and is now ready to connect to the sanitary sewer. He stated that PFC has obtained all necessary permits and that he anticipated connection to the sanitary sewer would begin on Wednesday or Thursday of this week. He added that the water meter would be installed at the same time.

Mr. Reidlinger relayed that PFC does not understand why it received a bill in the amount of \$213.15. He was informed that billing of the Ready-to-Serve (RTS) charge began three months ago, and the \$213.15 charge was for three months plus penalties. It was explained that the Penn Township Supervisors (PTS) had included in its 2008 budget an amount of \$1,000.00 to be given to PFC to cover the RTS and monthly sewer charges, and that this amount had already been forwarded to PFC. Mr. Reidlinger will explain the bill to PFC representatives.

1215/1217 State Road – The Field Representative reported that the house at 1215 State Road has been vacant since 1989 and verified that there is no water supply to the house. He also reported that the house drain has been disconnected in the basement. He offered his opinion that Mr. Reidlinger has met the Authority's criteria for disconnection.

The Field Representative reported that there is no water or electric supply to the trailer at 1217 State Road, there is no connected septic system, and the grinder pump has been removed.

Mr. Reidlinger reported that he has still not been able to sell the house at 1215 State Road. He asked if it would be possible to pay \$25 per month for Reservation of Capacity (ROC) until the property is sold. It was the consensus of the Authority that the requirements for ROC were met. Mr. Reidlinger was requested to contact the Authority office and sign the ROC agreement.

Labor and Use of Backhoe – Mr. Reidlinger thanked the Authority for its letter of appreciation for his labor and use of his backhoe for repair of the sewer main. He stated that he would not charge the Authority for his labor or for the use of the backhoe. He informed the Authority that he is willing to lend assistance during emergencies when requested. Chairman Holman stated that the Authority should contact him for emergency repair supplies before trying to locate them out-of-town.

Henry expressed his concern over the "heat" taken by current and past Authority members regarding construction of the sanitary sewer in Lower Cove and Perdix. He stated that he was sorry that, as a PTS member, he did not stand up with Mr. Reidlinger and vote against the project. He stated that DEP put a lot of pressure on the Township and that he was sorry he did not challenge DEP until funds were available for construction. He stated that the Authority's engineering firm at that time did not apply for grant funding, resulting in a large annual sewer charge for the residents. He noted that the rates ended up being lower than what they had been projected to be. Mr. Reidlinger stated his understanding that the annual rate was projected at \$1,200.00.

Field Representative Report

The Field Representative reported that the Township Secretary has been asking him for verification of removed grinder pumps or abandoned septic systems so that she can issue demolition permits. He stated that he had a disconnect form that could be used and asked the Authority if it would be all right to fill it out and forward it to the Township as needed. He was told to use the form to keep the lines of communication open.

Construction Standards

Henry stated that he would review the copies of the *Developer's Specifications for Water Distribution Systems and Service-Connection Installation* and the *Sanitary Sewer Construction Materials and Specifications for Developers* that had been received from the Engineer. He will then forward them to Elmer for review.

Intermunicipal Agreement (IA)

Lee explained that there had been one minor change made to the IA, a clarification of the makeup of the Joint Operating Advisory Committee (JOAC). This change had also been noted at the July 2nd Authority meeting. It was the consensus that this change was beneficial, in that three members of the Authority would be members of the JOAC, with a greater likelihood that information would be passed on to the remaining members.

Lee reported that he had noticed that the newest version of Exhibit B does not match the original version for number of gallons projected for one of the sewer runs. He stated that the Engineer compared the newest version with the as-builts from Duncannon Borough and found it to be accurate.

Henry stated his intention to abstain from voting for approval of the IA as an Authority member so that he can vote for its approval as a Supervisor.

After discussion, there was a Wright/Knaub motion for approval of the restated Intermunicipal Agreement and authorization of the appropriate officers to execute it, conditional upon approval and execution of all parties of the settlement agreement for the Water Street claim. Motion passed, with Henry abstaining from the vote.

Developer's Requirements for Sewer Extensions

Susan reported that she had incorporated the suggested changes from the Solicitor into the *Developer's Checklist of Minimum Requirements for Sewer Extensions*. The members will review the revised document for further discussion at the August 6th meeting.

It was noted that the proposed connection of the Bornman property on Schoolhouse Road is to be considered a sewer extension, and as such will require an escrow account if/when a plan is received.

2007 Financial Audit

Susan reported that she is not aware of any progress being made on the 2007 financial audit. Chairman Holman stated that he would contact Karchner, McClellan & Riddell for a status update.

Agreed-Upon Procedures Report

Lee reported that Klingler and Associates had provided the members with draft copies of its findings from the Agreed-Upon Procedures. Members were requested to review the findings for discussion at the August 6th meeting.

Henry noted that tapping fee receipts were used to pay operating expenses. Lee pointed out that, since 2007, tapping fee receipts are being earmarked for the Capital Project Fund, and are not being used to pay the Authority's expenses.

Board Vacancies

Henry again asked the members for recommendations to be given to the PTS for appointments to fill both the current vacancy and the anticipated vacancy when he resigns from the Authority. Several names were discussed, but no action was taken.

Adjournment

With all business completed, a Knaub/Holman Jr. motion for adjournment was made at 8:45 p.m. Motion passed by unanimous vote.

Submitted by Susan Long
Recording Secretary